



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration
Division: Insurance Company Regulation Division

Section:
Sub-Section:

TITLE: Application for Admission

CUTOFF:EOCY

DESCRIPTION: Application for licensure for companies based in Missouri ('domestic') or outside Missouri ('foreign'). Retention period authorized by RSMo. 374.070.3.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22626

SERIES STATUS: Approved

APPROVAL DATE: 8/2/2007

TITLE: Audit Guide and Analyst Files

CUTOFF:EOCY

DESCRIPTION: Workpapers produced by financial analysis related to annual and quarterly reviews of a domestic company's financial statements and other documents submitted pursuant to regulation including Forms B and C (as defined by regulation). Disposition authorized by 374.070.3 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22649

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011

TITLE: Audit Reports

CUTOFF:EOCY

DESCRIPTION: Department examination records of producers surplus lines business.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22629

SERIES STATUS: Approved

APPROVAL DATE: 8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration
Division: Insurance Company Regulation Division

Section:
Sub-Section:

TITLE: Cash Reconciliations

CUTOFF:EOCY

DESCRIPTION: Monthly reconciliations of cash payments made by companies licensed and authorized to conduct insurance business in the State of Missouri.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22636

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Certificate of Authority-Domestic

CUTOFF:EOCY

DESCRIPTION: Missouri licensure renewal documents for domestic insurers, arranged alphabetically within a year. This only includes the annual renewal documents for certificates of authority. Application materials are kept separately, see 'Application for Admission'.

RETENTION: Years: 50 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22622

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Certificate of Authority-Foreign

CUTOFF:EOCY

DESCRIPTION: Missouri licensure renewal documents for foreign insurers, arranged alphabetically within a year. This only includes the annual renewal documents for certificates of authority. Foreign companies are required to provide a certified copy of their certificate of authority from their state of domicile. Application materials are kept separately, see 'Application for Admission'. Foreign company retention period authorized by RSMo. 374.070.3.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22623

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Certifications

CUTOFF:EOCY

DESCRIPTION: Reports generated by DIFP reflecting certified tax liabilities of individual foreign and domestic insurance companies that are provided to the State Treasurer, the Department of Revenue and / or the Division of Worker's Compensation.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22640

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Change Letters

CUTOFF:EOCY

DESCRIPTION: Letters produced by DIFP to recertify tax amounts for a calendar year to the State Treasurer, the Department of Revenue and/or the Division of Worker's Compensation. This reflects certified premium tax amounts to be assessed and paid by individual insurance companies.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22639

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Company Counts

CUTOFF:EOCY

DESCRIPTION: Reports produced by DIFP reflecting the number of insurance companies licensed and authorized to conduct insurance business in the State of Missouri by domiciliary state and business type prepared as necessary throughout a given year.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22638

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Company Organization Information-Domestic

CUTOFF:EOCY

DESCRIPTION: Company articles and by-laws including amendments, service of process forms, name changes, redomestications, mergers, adding lines of authority, withdraws, revocations, suspensions and Domestic company articles and by-laws.

RETENTION: Years: 50 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22624

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Company Organization Information-Foreign

CUTOFF:EOCY

DESCRIPTION: Foreign Company articles and by-laws including amendments, service of process forms, name changes, redomestications, mergers, adding lines of authority, withdraws, revocations, suspensions and Domestic company articles and by-laws. Foreign company disposition authorized by RSMo. 374.070.4.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22625

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Examination Documents

CUTOFF:EOCY

DESCRIPTION: Workpapers produced by examiners during their examination of an insurance company, including actuarial billings charged to the examined company, and warrants providing the examiners with examination authority. Examinations are statutorily required to be conducted on each domestic insurer at least once every five years, or more frequently as determined by the Division of Insurance Company Regulation. Disposition authorized by 374.070.3RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22645

SERIES STATUS: Approved

APPROVAL DATE:

10/13/2011



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Examination Reports - Domestic

CUTOFF:EOCY

DESCRIPTION: Financial examination report on a domestic company. Examinations are statutorily required to be conducted on each domestic insurer at least once every five years, or more frequently as determined by DIFP. Records are organized by year, then by company.

RETENTION: Years: 50 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22646

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Financial Statements - Domestic

CUTOFF:EOCY

DESCRIPTION: Domestic company annual and quarterly financial statements including farm mutuals, and related supplemental exhibits and reports including the certified public accountant's report, the management discussion and analysis, and certificates of valuation. The records are specially prepared and filed with all states in which a company is licensed to do insurance business. Filed by year then company.

RETENTION: Years: 50 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22643

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Financial Statements - Foreign

CUTOFF:EOCY

DESCRIPTION: Annual and quarterly financial statements of all Foreign companies, including accredited and qualified reinsurers, suspended foreign companies, foreign consolidated financial statements and related jurat pages, and Certificates of Valuation. A jurat is an attestation that the financial statements filed by the Company are accurate and complete. Disposition authorized by RSMo 374.070.5

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22644

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Insurance Company Correspondence

CUTOFF:EOCY

DESCRIPTION: All correspondence received from foreign insurance companies related to financial regulation. Correspondence includes e-mail (printed and filed by company), actuarial letters, address changes, listing of officers and directors, directors foreign acquisitions, failure to file and delinquency notices, and requests for extensions to filing deadlines or exemptions from regulatory filing requirements. Chief Financial Examiner correspondence with foreign and domestic companies. Retention period prescribed by 374.070.3 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22627

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011

TITLE: Missouri Premium Product Reports

CUTOFF:EOCY

DESCRIPTION: Listing of risk located in Missouri, producer who is responsible for reporting and payment of tax. Reports are produced and submitted annually by surplus lines insurance companies that are approved to write insurance business in the State of Missouri. The reports are a detailed listing of risks located in Missouri and the producing broker responsible for payment of surplus lines tax. These reports are audited by the department against the producer's tax records to verify all premium has been reported to the DIFP. Disposition authorized by RSMo. 374.070.4.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22632

SERIES STATUS: Approved

APPROVAL DATE: 8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration
Division: Insurance Company Regulation Division

Section:
Sub-Section:

TITLE: Premium Tax Delinquency Summary Reports

CUTOFF: EOCY

DESCRIPTION: Reports produced by DIFP reflecting delinquencies and overpayments of premium taxes by year and company.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22642

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Premium Tax Return Summary Reports

CUTOFF: EOCY

DESCRIPTION: Reports generated by DIFP that summarize the data from all premium tax returns filed by companies licensed and authorized to conduct insurance business in the State of Missouri. Insurance companies are are taxed on the amount of premiums they generate from the sale of insurance products.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22641

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Quarterly Reconciliations

CUTOFF: EOCY

DESCRIPTION: Reports used in reconciling the annual premium tax and quarterly premium tax liabilities of companies licensed and authorized to conduct insurance business in the State of Missouri.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22635

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration
Division: Insurance Company Regulation Division

Section:
Sub-Section:

TITLE: Regulatory Filings

CUTOFF:EOCY

DESCRIPTION: Documents required to be submitted for Department approval as part of licensing requirement. Includes standard forms, dividend requests, and reinsurance agreements. Disposition authorized by 374.070.3 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22648

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011

TITLE: Statutory Security Deposit Files

CUTOFF:EOCY

DESCRIPTION: Deposit/withdrawal requests, joint deposit agreements, reliance letters, bank's weekly deposit exception report, bank's monthly deposit report, certificates of deposit, account confirmation (for auditors), audit confirmation (for companies). Records are required to ensure an insurance company maintains its statutorily required monetary deposit. Disposition authorized by 374.070.3 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22650

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011

TITLE: Surplus Line Broker Applications

CUTOFF:EOCY following inactivity of broker

DESCRIPTION: Applications for surplus lines authority. This documentation is kept in house as long as the Broker is active in Missouri, then sent to records center. Retention period authorized by RSMo. 374.070.3.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22630

SERIES STATUS: Approved

APPROVAL DATE: 8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Tax Certification

CUTOFF:EOCY

DESCRIPTION: Certification of tax submitted by the Broker for desk audit and certification.
RSMo 374.070.4 authorizes the retention period.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22631

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Tax Credit Reports

CUTOFF:EOCY

DESCRIPTION: Reports that contain premium tax credit transactions of companies
licensed and authorized to conduct insurance business in the State of
Missouri. These are transactions entered into by the company that result
in the issuance or redemption of premium tax credits that can be applied
against the premium tax liability on the company's premium tax return.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22637

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Tax Information from Surplus Lines Brokers and Self Procured

CUTOFF:EOCY

DESCRIPTION: Forms required to be filed by the producer on each risk placed in Missouri
and the payment of tax due. Retention period prescribed by RSMo.
374.070.4.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22628

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Tax Returns and Related Correspondence - Domestic

CUTOFF:EOCY

DESCRIPTION: Missouri domiciled and closed domestic receivership companies' premium tax returns, including supporting documentation and correspondence. These are premium tax returns submitted directly to the DIFP for desk audit and certification.

RETENTION: Years: 50 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22633

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Tax Returns and Related Correspondence - Foreign

CUTOFF:EOCY

DESCRIPTION: Foreign domiciled and closed foreign receivership companies' premium tax returns including supporting documentation and correspondence. These are premium tax returns submitted directly to the DIFP for desk audit and certification. Retention is authorized by RSMo. 374.070.4.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22634

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Third Party Administrator, Life Care, and Managing General Agent Records

CUTOFF:EOCY

DESCRIPTION: Information of a company's standing and identity for use in all aspects of company regulation. Records include third Party Administrator financial statements, organizational documents, Secretary of State certificate of good standing, fidelity bond, biographical affidavits, life care financial statements, managing general agent's applications, appointments and other required documents. Disposition authorized by 374.070.3 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22651

SERIES STATUS: Approved

APPROVAL DATE:

10/13/2011



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section:

Division: Insurance Company Regulation Division

Sub-Section:

TITLE: Zone Calls

CUTOFF: EOCY

DESCRIPTION: Notifications of financial exams of Missouri-based (domestic) companies sent by the department to other states where the company is licensed to operate.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22647

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: HMO Access Plan Provider Directories

CUTOFF:EOCY

DESCRIPTION: Printed editions of provider directories requested to assure compliance with 354.442.1(14) RSMo., a statute that requires publication of provider directories for HMOs.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22668

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: HMO Access Plan Provider Network Data

CUTOFF:EOCY

DESCRIPTION: Under 20 CSR 400-7.095, HMOs must submit data sets describing the name, location and type of providers. Records are submitted in electronic format and retained on optical disc or magnetic media.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22666

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: HMO Access Plan Written Portion

CUTOFF:EOCY

DESCRIPTION: Under 354.603 RSMo., HMOs must have a written plan to assure members can get medical care when and where they need it. This folder contains copies of those plans submitted to the DIFPR, along with accompanying correspondence.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22667

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: HMO Disclosure of Provider Incentive Arrangements

CUTOFF:EOCY

DESCRIPTION: Correspondence regarding an HMO's disclosure of arrangements that might induce a provider to render substandard care to patients. This disclosure is required under RSMo. 354.443.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22671

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: HMO Mental Health Confidentiality Procedures

CUTOFF:EOCY

DESCRIPTION: Records filed by HMOs that document how mental health records of enrollees remain confidential. Filed under requirements of RSMo. 354.515.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22672

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: HMO Provider Selection Standards

CUTOFF:EOCY

DESCRIPTION: See 354.606.6. RSMo. Written standards HMOs use when determining which providers to have in their provider networks. Includes correspondence.

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22669

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: HMO Quarterly and Annual Supplemental Data Filings

CUTOFF: EOCY

DESCRIPTION: Data tables reflecting membership, service utilization and cost of services rendered. Includes correspondence. Submitted in electronic format and stored on optical disc or network drive.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22670

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: HMO Service Area Records

CUTOFF: EOCY

DESCRIPTION: Documentation and data HMOs must submit in order to operate in specific counties. These include copies of Articles of Incorporation and other foundational documents, contracts with directors, and other records specified in RSMo. 354.405.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22673

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: Insurance Statistics and Data Reporting

CUTOFF: EOCY

DESCRIPTION: All claims information, data, and other statistical reporting required by state statute or regulation for department analysis and use. Includes the following: Commercial Liability Profitability / Loss Development / Closed Claims (RSMo. 379.895); Dram Shop Liability Insurance Premium and Loss Report (RSMo. 375.173, 20 CSR 600-1.020); Legal Malpractice Open/Closed Claims (RSMo. 383.105, 383.110, 383.115, 383.120, 383.125); Medical Malpractice Open/Closed Claims (RSMo. 383.105, 383.110, 383.115, 383.120, 383.125); Medicare Supplement (RSMo. 374.045, 374.190, 376.874, 20 CSR 600-1.010); Mortgage Guaranty (RSMo. 374.210); Private Passenger Automobile/Residential Property Missouri Zip Code (RSMo. 374.400, 374.405; 20 CSR 600-3.100); Private Passenger Automobile/Residential Property Missouri Zip Code (RSMo. 374.400, 374.405, 20 CSR 600-3.100); Products Liability Closed Claims (RSMo. 374.415); Real Estate Open/Closed Claims (RSMo. 383.060, 383.067, 383.069), and Supplemental State Page (RSMo. 374.040, 374.045, 20 CSR 20-1.037). May be retained as long as useful.

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22681

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Life and Health Rate and Form Filings

CUTOFF: EOCY in which transaction concluded

DESCRIPTION: Includes company annual reports, life illustrations, medicare supplement rates, long term care rates, small employer certification, credit rates, correspondence, rating files, rating experience data, applications, and related records submitted by and related to life, accident, and health insurance companies regulated by the division. Retention period defined by RSMo. 374.070.3.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22665

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: Market Conduct Examination Billings

CUTOFF: EOSFY

DESCRIPTION: Financial records related to billing insurance companies for market
conduct examinations

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22676

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Market Conduct Examination Report

CUTOFF: Completion of exam

DESCRIPTION: Official report of a Market Conduct Examination.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22674

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Market Conduct Examination Work Papers

CUTOFF: Completion of exam

DESCRIPTION: Documents related to the authorship of Market Conduct Examination
Reports.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22675

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: Organization Rate and Form Filings

CUTOFF:EOCY

DESCRIPTION: At times, advisory organizations, assigned risk joint underwriting organizations, rating organizations, or statistical organizations may file rates, forms, or rules on behalf of insurance companies. Disposition authorized by RSMo. 374.070.3.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22678

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Property and Casualty Rate and Form Filings

CUTOFF:EOCY in which transaction concluded

DESCRIPTION: Includes correspondence, rating files, rating experience data, applications, all similar records, papers, documents, and memoranda" related to Property and Casualty. Forms has the same meaning as insurance forms (policy, application, endorsement, evidence of coverage). Disposition authorized by RSMo. 374.070.3.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22677

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Workers Compensation Rates and Documents

CUTOFF:EOCY

DESCRIPTION: Rates and correspondence filed by the insurers used to calculate the premium that is paid by the employer for the workers' compensation policy.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22679

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section:

Division: Insurance Market Regulation Division

Sub-Section:

TITLE: Workers Compensation Self Insurers Premium Tax

CUTOFF: EOCY

DESCRIPTION: Documents regarding workers' compensation premium tax on self-insurers, to ensure compliance with all regulations.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22680

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007
